



Switch Kit



Easy as 1- 2 - 3 !

So easy to switch...

What you'll do

1. To close an existing account, provide that account information.
2. To authorize a **Direct Deposit** or an **Automatic Payment**, provide the depositor or payee information.
3. Mail or deliver completed forms to any Central Missouri Community Credit Union (CMCCU) branch.
4. Sign letter(s) of **transfer authorizations**. Too much trouble? Stop by any of our branches, and we'll fill out all the forms for you! Or contact us at:

660-747-3311 Warrensburg

660-826-6922 Sedalia

816-776-5593 Richmond

Any questions?

Q. What should I do with the checks I already have?

A. Bring them with you. We'll shred them for free.

Q. What about free checking?

A. Our checking has no monthly service charges or per-check fees.

Q. Will it be a hassle to switch my direct deposits and automatic payments?

A. No. We'll do everything we can for you.

Q. What do I tell my old bank?

A. We made you an offer you couldn't refuse!

Important Information

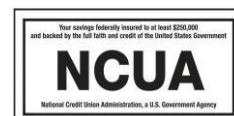
Some companies require their own forms to initiate account switching. To facilitate the transition from your existing account to your new CMCCU account, we may ask you to provide your current banking information, including a recent bank statement and any forms provided to you by your employer or the party originating the debit or credit.

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What does this mean for you: When you open an account, we will ask for your name, address, date of birth, and other information that allows us to identify you. We will also ask to see your current driver's license, current address, or other identifying documents.

Let CMCCU Save You Money

CMCCU strives to help our members save money by offering a variety of free services. Ask your credit union representative about these services.

CMCCU can review your credit report and contact you with some options we believe will benefit you with absolutely no obligation.





CHECKLIST

At Central Missouri Community Credit Union, we make it easy for you to make the most of your money and time. We make it simple for you to switch all your accounts to CMCCU and use us as your primary financial institution. We want to be your financial partner!

Each form enclosed in this booklet will help you make the switch. Simply fill out the forms enclosed and mail them to the appropriate entities. A checklist is also included to help you close your existing checking account. If you have questions, please feel free to call.

Free Financial Review

If you wish to visit with a Loan Specialist to review your credit report and discuss options that may benefit you, simply fill out the form to begin.

Direct Deposit Form or Payroll Deduction Direct Deposit Authorization

If your employer offers Direct Deposit or Payroll Deduction, simply fill out the proper form. For Social Security and Federal Payments, fill out the Social Security/Retirement/Federal Government Direct Deposit form. We will mail it to you, or you may take it to your payroll department and/or nearest Social Security office.

Automatic Transfer Forms

If you have funds automatically withdrawn from your checking account each month (i.e., mortgage, utility billing, and insurance), fill out a form for each item and mail it to those companies.

Checking Account Closure Form

This letter requests that your previous financial institution close your existing account and transfer funds to your Central Missouri Community Credit Union account. Fill out the form, mail it, or take it to your financial institution. Please refer to the checklist before sending this letter.

Additional copes available upon request.



Free Financial Review

Name

Address

City, State, Zip

Do you Own a Home Rent Other

Social Security #

Phone

Best time to call

Reason for review (if applicable) _____

By signing below, I authorize Central Missouri Community Credit Union to review my credit report. I understand that CMCCU will retain any information obtained for this report.

Signature

Date



Automatic Payment Change

Examples: utilities, car payments, credit payments

To: _____
Company Name

Address

Account number

▶ Please stop my automatic payments that are currently coming from:

(Name of former financial institution)

(Account number)

Effective /_____/20____, please withdraw my payments from:

Central Missouri Community Credit Union

Routing # 301282064

Account # _____

Checking/Draft

Savings/Share

I hereby authorize my automatic payments to change as indicated above.

Signature

Date

Print

Phone Number

Social Security Number _____



CHECKING ACCOUNT CLOSURE FORM

Give to your previous financial institution

Please close this checking account per my instructions.

Previous Financial Institution

Checking Account No. to be closed

Address of Financial Institution

City, State, & Zip

Names(s) on Account

Address

City

State

Zip

Daytime Phone No.

**I AUTHORIZE THE CLOSURE OF MY ACCOUNT EFFECTIVE AS OF THIS DATE.
PLEASE FORWARD TO ALL REMAINING FUNDS ON DEPOSIT TO:**

**CENTRAL MISSOURI COMMUNITY CREDIT UNION
620 N MAGUIRE
WARRENSBURG, MO. 64093**

Routing number: 301282064

Account No. _____

Checking/Draft Saving/Share

X

Authorized Signature(s)

Date

X

Print Signature(s)

SSN



CLOSURE CHECKLIST

Before closing your existing account, review the checklist and make sure the following have been completed.

- All checks have cleared my existing account.
- All automatic withdrawals and deposits have been switched to my CMCCU account.
- Destroy remaining checks or bring them to CMCCU for shredding.
- Destroy old Debit and ATM cards.

That's it! You have successfully switched your checking account to Central Missouri Community Credit Union. Now you can start taking full advantage of the time- and money-saving options we offer. If we can assist you with future loans or savings needs, please contact a member service representative at:

660-747-3311 Warrensburg
Fax: 660-747-2800

660-826-6922 Sedalia
Fax: 660-826-2078

816-776-5593 Richmond
Fax: 660-776-3065

www.mycmccu.org
Email: cmccu@mycmccu.org